

Information for Town Council Meeting on June 13, 2023

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Robert Miracle, CPA, Deputy Town Manager, Finance and Administration

FROM: Dean Mealy, II NIGP-CPP, CPPO Town Procurement and Contract Manager

RE: Resolution No. 074-2023, awarding ITB No. 2023-26, AC Replacement Project to Pilar Services Inc. for Par 3 Clubhouse in the Amount of \$79,050 and Establishing a Project Budget of \$86,955 and to Florida Mechanical LLC for Town Hall and Central Fire in the amount of \$110,760 and Establishing a Project Budget in the amount of \$121,769

DATE: 30 May 2023

STAFF RECOMMENDATION

Staff recommends the Town Council approve Resolution No. 074-2023, awarding ITB No. 2023-26, AC Replacement Project to Pilar Services Inc. for Par 3 Clubhouse in the Amount of \$79,050 and Establishing a Project Budget of \$86,955 and to Florida Mechanical LLC for Town Hall and Central Fire in the amount of \$110,760 and Establishing a Project Budget in the amount of \$121,769.

SUMMARY EXPLANATION/BACKGROUND

Procurement and Contract Management issued ITB No. 2023-26, AC Replacement Project for following three sites:

- Par 3 Clubhouse and Old Clubhouse
- Town Hall
- Central Fire Station

Responders to the solicitation could submit a bid on one location or multiple locations. HVAC Contractors were to submit competitive bids to perform removal and installation of units. The awarded contractor shall provide all necessary labor, parts, material, tools, and equipment to install the new units inclusive of new control valves.

All the units identified for replacement had exhausted their life expectancy and incurred extensive repairs.

In review of the bid submittal for Par 3, the low bid was found to be non-responsive. The second lowest bidder met all requirements of the solicitation and is being recommended for award.

FUNDING IMPACT/FUDNING SOURCE

The source of funding for Par 3 will be the Par 3 Enterprise Fund and Town Hall and Central Fire will be from the Capital Improvement Program.

USER DEPARTMENT CONCURRENCE

The Public Works Department and the Recreation Department are in full concurrence with this recommendation.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.